

DDIS - 58 - 2275

12 June 1958

STATINTL

TO: Director of Central Intelligence

SUBJECT: Air Conditioning

1. **PROBLEM:** To provide and install air conditioning equipment in all critically important Agency, non-air conditioned, office space located in the Washington area.
2. **ASSUMPTION:** The Agency will continue to occupy large blocks of office space located in government owned or leased, non-air conditioned buildings, through the summer of 1960.
3. **FACTS BEARING ON THE PROBLEM:**
 - a. The precedent for air conditioning Agency office space was established in July 1952.
 - b. Since 1952 there has been an increase in the square footage of Agency office space located in non-air conditioned buildings.
 - c. 949 window type units will be required to adequately air condition all critically important Agency office space. (Annex A, is an itemized breakdown of that requirement).
 - d. An estimated \$191,500 would have to be expended to procure and install the 949 units required.
 - e. The Bureau of the Budget does not oppose utilization of available funds for the purchase and installation of the necessary equipment.
 - f. By law ownership of all air conditioning units installed in government owned or leased buildings is vested in the General Services Administration.
4. **DISCUSSION:**
 - a. The precedent for installation of air conditioning in Agency office space located in buildings in the Washington, D. C. area was established in 1952 by the Director by his approval of air conditioning a portion of Agency office space. (A copy of the paper which established this precedent is attached as Annex B). The circumstances which led to the 1952 policy decision are substantially the same today.
 - b. Since 1952, Agency office space in non-air conditioned buildings has increased some 23%. Some of this increase reflects interior rooms without adequate means of ventilation. This factor has made it necessary

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to transfer air conditioners from locations in rooms with windows to the enclosed rooms in order that ventilation might be provided. In addition, a certain percentage of the air conditioning units which were purchased in 1952 have now reached, or soon will reach, the point where it is not possible to maintain them in operating condition. As a matter of general procedure, General Services Administration does not budget for sufficient air conditioning units to replace worn out equipment and therefore when a unit reaches the non-repairable point the area serviced by that unit is no longer air conditioned. Unless we purchase additional equipment we will have an increasing amount of non-air conditioned office space. This is certain to result in substantial actual interruption to vital work and a very serious decrease in working efficiency generally in these areas.

c. It can be demonstrated that air conditioning pays for itself both from the dollar and morale viewpoint. Although no concrete figures have been compiled for this paper a study of absenteeism and early dismissals directly chargeable to heat was conducted during a 5 week period in 1952. This study indicated a cost to the Agency during the 5 weeks involved, of some \$156,000 in lost man hours.

d. Air conditioning now installed, or to be installed, in government owned or leased buildings becomes the property of the General Services Administration. Therefore, the real value to the government of such units will be retained even after the Agency relinquishes its present office space in connection with the move into the new headquarters building.

5. CONCLUSIONS:

a. The Agency has established a precedent for the air conditioning of Agency office space located in government buildings.

b. With no objection from the Bureau of the Budget sufficient funds can be made available to procure and install air conditioning units in all of our critically important office space.

c. The installation of adequate air conditioning will avoid interruption to work vital to the Agency's mission, will avoid a serious decrease in working efficiency and will more than pay for itself during the next three summers.

6. RECOMMENDATIONS:

a. That the Director approve expenditure of FY 1958 unvouchered funds in the approximate amount of \$157,000 for procurement of 949 window unit air conditioners.

b. That the Director approve expenditure of FY 1959 vouchered funds in the approximate amount of \$34,500, to cover installation costs.

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L. K. White
Deputy Director
(Support)

Annexes: A and B

DISCUSSIONS:

STATINTL [REDACTED]
Comptroller

SIGNED

12 JUN 1958

General Counsel

Action by Approving Authority:

13 June 58
Date

151 (AWD)
Director of Central Intelligence

Distribution:

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Originated by:

CL/EO,
Ext. 4557 - 12 June 1958

Comments:

James A. Garrison, Director of
Legislation

STATINTL

STATINTL

TAB A

C O P Y

C O P Y

MEMORANDUM FOR: Deputy Director (Support)

9 June 1958

SUBJECT: Air Conditioning Equipment

1. In accordance with your request a survey has been made of Agency occupied buildings to determine the following:

a. The number of window type air conditioners ten (10) years or more of age which require replacement with new units.

b. The number of window type air conditioners which will be ten (10) years of age and require replacement during 1959 and 1960.

c. The number of additional window type air conditioners required to provide minimum air conditioning in all buildings presently occupied by the Agency.

2. The results of this survey, along with related procurement and installation costs, are outlined in Tab A. It should be noted that package type units are not included in this study. These requirements will be considered individually following the dictates of operational requirements. Averages have been used throughout in the preparation of this study i.e. approximately 50 percent of the units will be 1 HP and the remainder $1\frac{1}{2}$ HP. Estimates were used in determining procurement and installation costs.

/s/ James A. Garrison
JAMES A. GARRISON
Director of Logistics

Attachment:
Tab A

9 June 1958

Air Conditioning Requirement Survey

Building	Replacement Units			New Units Required 1958	Remarks
	1958	1959	1960		
North	-	-	-	25	
Central	-	-	-	19	
East	0	0	0	0	Building adequately conditioned
Administration	-	-	-	14	
[REDACTED]	-	-	-	7	STATINTL
G Building	1	-	-	12	
H Building	2	0	0	14	
Building 11	0	0	0	0	
Building 12	-	-	-	4	
Building 13	0	0	0	0	Central system
Building 14	-	-	-	2	
2210 E St., N.W.	1	0	0	0	
[REDACTED]	0	0	0	0	Building adequately conditioned STATINTL
Building 7	0	0	0	0	
Building 9	0	0	0	0	
[REDACTED]	0	0	0	0	STATINTL
Building I	45	5	3	42	
Building J	27	4	2	22	
Building K	157	18	13	13	
Building L	255	20	11	22	
[REDACTED]	8	-	-	-	STATINTL

Building	Replacement Units			New Units Required 1960	Remarks
	1958	1959	1960		
[REDACTED]	-	-	-	-	Adequately air conditioned
[REDACTED]	3	-	-	-	STATINTL
Alcott Hall	1	-	-	17	
Barton Hall	6	-	-	24	
Curie Hall	11	-	-	44	
Sec. & Services	1	-	-	11	
Quarters Bldg	-	-	-	12	
[REDACTED]	16	-	-	7	
[REDACTED]	3	-	-	1	
[REDACTED]	-	-	-	3	
[REDACTED]	-	-	-	18	STATINTL
[REDACTED]	-	-	-	2	
[REDACTED]	-	-	-	-	Present system is adequate
[REDACTED]	-	-	-	-	Present system is adequate
[REDACTED]	-	-	-	-	Central building system
[REDACTED]	-	-	-	-	Entire building air conditioned
1717 H St., N.W.	-	-	-	-	
[REDACTED]	-	-	-	3	
[REDACTED]	-	-	-	-	Central building system
[REDACTED]	-	-	-	-	Entire building adequately air conditioned
1016-16th St., N.W.	-	-	-	-	
Requirement Totals	537	47	29	330	
Estimated Installed Costs:					
1958 Replacement Units	537	\$165	\$15	installation cost	\$ 96,660
1959 " "	47	\$165	\$15	" "	8,460
1960 " "	29	\$165	\$15	" "	5,220
New Unit Requirement	136	\$165	\$15	" "	80,640
TOTALS	949				\$190,980

TAB B

~~CONFIDENTIAL~~
C-O-P-Y

ER-3-1521

TO: Director of Central Intelligence
FROM: Acting Deputy Director (Administration)
SUBJECT: Air Conditioning

28 July 1952

1. **PROBLEM.** --To provide and install air conditioning equipment for those portions of the temporary buildings occupied by CIA not presently air conditioned.
2. **ASSUMPTIONS.**
 - a. That the Bureau of the Budget is willing to release sufficient funds to procure and install the equipment.
 - b. That General Services Administration will give advice and assistance on procurement and will do the necessary wiring and installation on a reimbursable basis and will furnish the electric power required.
3. **FACTS BEARING ON THE PROBLEM.** --A statute (40U.S.C. 317, as amended) prohibits expenditure of Government funds for procurement of air conditioning equipment except funds appropriated for that purpose to the General Services Administration or otherwise specifically authorized by the Congress. This is a blanket prohibition applying to all Government funds and expresses the clear intent of the Congress to limit and control the purchase of air conditioning equipment of all types. The Congress has given to GSA very little money for this purpose and normally it would be necessary to obtain specific language in an appropriation act in order to procure the desired equipment legally. CIA does not get annual appropriation language and could not, therefore, take the normal approach.
4. **DISCUSSION.** --GSA supports the idea of air conditioning the CIA buildings as a whole. The Bureau of the Budget has agreed to release at this time sufficient funds to air condition only a portion of the temporary buildings, but has stated that the legal authority to expend them for procurement of air conditioning equipment is a problem for CIA to solve.

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Final authority on legality of expenditures of the Executive Branch is the Comptroller General. He had indicated through his General Counsel that he would be compelled to object to expenditures for air conditioning equipment out of vouchered funds, which would be audited by the General Accounting Office. He stated that he would have no objection to use of the unvouchered authority given to CIA by the Congress provided appropriate members of Congress indicated their approval. This is an exception to our commitment to the Comptroller General and the Congress that this authority would be used only for confidential, emergency or extraordinary purposes. (Full details of our discussion with the Comptroller General's office are set forth in annex A.) However, Senators O'Mahoney and Ferguson and Representatives Taber and Mahon have indicated to the Director their approval of the air conditioning program.

5. CONCLUSIONS. --It is legally permissible for the Agency to expend such funds as may be released by the Bureau of the Budget for the procurement of air conditioning equipment despite the basic statutory prohibitions.
6. ACTION RECOMMENDED. --That the Director approve the procurement through unvouchered funds by CIA Procurement and Supply Office of air conditioning equipment requested by the Chief, Administrative Services, within the amounts made available by the Bureau of the Budget.

/s/ L. K. White
Acting Deputy Director
(Administration)

ANNEX:
A

CONCURRENCES:
Comptroller /s/ E. R. Saunders
General Counsel /s/ Lawrence R. Houston

ACTION BY APPROVING AUTHORITY:

Date July 29, 1952

Approved, exceptions, if any.

/s/ W. B. Smith
Director of Central Intelligence

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